

## **Minutes of Meeting 4/30/2019**

Council members: Carol O'Neil-Chair, Audrey Postel – Co-Chair, Carol Ellingson, Barbara Schmitt Janet Gerbig, Nancy Boos, Carol Battenberg

- 1. Call to Order.** Carol O'Neil called the meeting to order at 2:00 p.m.
- 2. Roll Call.** Nutrition Project Council members present were Janet Gerbig, Watertown; Carol Ellingson, Jefferson; Audrey Postel, Fort Atkinson; Nancy Boos; Fort Atkinson; Carol O'Neil, Johnson Creek; Barbara Schmitt, Johnson Creek; Carol Battenberg, Lake Mills. Nutrition Program staff Present: Leigh Fritter, Nutrition Program Supervisor; Sharon Olson ADRC Division Manager; Home Delivered Meal Assessor Sharon Endl; and Senior Dining Program Managers: Cheryl Langlois, Julie Schultz, JaNae Kreul, Patti Hills and Joel Zibell. Interested council candidate Patricia Rabay present.
- 3. Certification of Compliance with Open Meetings Law.** Nutrition Program Supervisor Leigh Fritter certified compliance with open meetings law.
- 4. Approval of the Agenda.** A motion was made by Postel/Ellingson to approve the agenda. Motion passed 7-0.
- 5. Approval of Minutes.** A motion was made by Gerbig/Boos to approve February 26<sup>th</sup> meeting minutes. Motion passed 7-0.
- 6. Communications.** Nutrition Program Supervisor, Fritter announced that Patricia Rabay is a volunteer at the Palmyra site that is sitting in on the meeting to see if she is interested in joining the council. Rabay introduced herself.
- 7. Public Comment.** None.
- 8. Governance on secretary role.** Carol Battenberg stated that she would be interested in the role. Ellingson/Schmitt made a motion to approve Carol Battenberg as secretary. Motion passed 7-0.
- 9. Review of Policies.** Fritter reviewed Jefferson county nutrition program policies that are in place as specified by Chapter 8 of the Manual of Policies, Procedures and Technical Assistance for the Wisconsin Aging Network.
- 10. Discussion and Possible action on Suggested Donation increase.** Discussion took place regarding the current suggested donation rate of four dollars per meal, what some other counties including Jefferson are receiving for donations on average and that the increase up for discussion was a twenty-five-cent increase to four dollars and twenty-five cents per meal. Battenberg/Schmitt made a motion to recommend an increase on the suggested donation rate of twenty-five cents per meal. Motion passed 7-0.
- 11. Discussion and Possible action on Amendments to Bylaws.** Discussion regarding removing from the roles and responsibilities section of the Nutrition Project Council Bylaws *Attending joint meetings with Nutrition Site Managers*. No Action taken.

**12. Presentation by ADRC Mobility Manager, Michael Hansen.** Michael presented on the role of a Mobility Manager, and what services were being provided by the Mobility Manager throughout Jefferson County. He provided current handout related to Transportation services and the new program Wednesday Walks.

**13. Discussion on possible Future Agenda Items.** No suggestions for topics for July meeting presented by the council.

**14. Adjourn.** A motion was made by Postel/Boos to adjourn at 3:35 p.m. The motion passed 7-0.

Minutes prepared by:

Leigh Fritter, Senior Nutrition Program Supervisor